

**HAMPSTEAD PLANNING & ZONING COMMISSION**  
**MINUTES**  
**September 25, 2019**

The Hampstead Planning & Zoning Commission met on Wednesday, September 25, 2019. Commission Chair Sharon Callahan called the meeting to order at 7:00 p.m. The following Commission members were present: Kevin Malinowski, Deborah Painter and Jim Roark. Staff members present were: Tammi Ledley, Zoning Administrator and David Snyder, Chief, Hampstead Police Department. Price Wagoner, the Carroll County Department of Planning liaison to Hampstead was absent.

Guests present: Council Member Marlene Duff, Council Member Wayne Thomas, Carol Pierce, Tim Eckels and Carol Gorsuch.

**Minutes Approval**

Commission Member Deborah Painter made a **motion to approve the August 28, 2019 meeting minutes as presented**. Commission Member Jim Roark seconded the motion. The motion passed with four votes for, no votes against and no abstentions.

**Business:**

Zoning Administrator Tammi Ledley gave a report to the Commission on the Main Street Revitalization project, stating that Redline #4, which is the removal of the evergreens in front of 807 South Main Street and installing a bypass lane across from J&P on the southbound lane, has been approved by SHA. C.J. Miller prepared a price proposal and returned it to SHA for approval; they hope to have that completed this year. The pervious sidewalks have been poured in Sections 1 and 2, except in the area of Redline #4. Crews should finish all the sidewalks on the northbound lane up to the Fire Department this week. They plan to finish everything on the north bound lane of the Project up to this point by the end of month except for the entrance to their gravel construction lot between Illiano's Plazas I and II and the removal of the trees that are part of Redline #4. After the sidewalk crew is finished by the Fire Department, they will move to the southbound lane to begin demolishing the old sidewalks and then installing curb and gutter. The landscaping crew is in Town this month to plant landscaping in Sections 1 and 2. The Town held a Clock dedication ceremony on September 14<sup>th</sup> at 5:30 p.m. at our War Memorial in the 1200 block of Main Street. The new clock was donated by the Hampstead Old School Alumni. The stormwater portion of the project should be completed by the end of September except for a few inlets. C.J. Miller plans to continue the permanent patching up to 482 when a paving crew becomes available. They will also even out the patches north of 482. Town Staff met with BGE to discuss the lighting plan for our Main Street Revitalization Project. The lighting plan that was approved by Mayor and Council in 2013 included the installation of both lampposts and cobra head lights. The lampposts contain LED lighting, but the cobra heads were not approved as such. BGE will evaluate if we need as many cobra head lights if the existing and new ones are installed as LED lighting. A brief discussion ensued on Main Street lighting.

Discussion then began on Ordinance 533, an Ordinance regarding Small Cell Site legislation, as amended by the Town Council on September 10<sup>th</sup>. Mr. Roark summarized the changes made thus far, and made suggestions for additional revisions. He suggested that a provision be added to have wireless companies remove unused or abandoned small cell site antennae, which would only apply to future installations, not existing. A brief discussion occurred regarding possible timelines for antennae and advancing technology and existing location preference. Definitions were also discussed, as were conditions for certain locations and zoning districts, and placement of such within the Ordinance. Further changes to the proposed

revisions were suggested by Council Member Wayne Thomas and discussed accordingly. Mr. Roark stated he would make the changes to the document as discussed.

Mr. Roark made **a motion to recommend Ordinance 533 back to Town Council for adoption, including the changes discussed tonight**. Mrs. Painter seconded the motion. The motion passed with four votes for, no votes against and no abstentions.

Mr. Wagoner was not present to give a report to the Commission but had emailed an update on the County's comprehensive rezoning. A brief discussion ensued on the proposed zoning changes and the upcoming public hearing to be held in October.

**Other Business:**

No other business.

**Public Comment:**

None.

Mr. Malinowski made **a motion to adjourn**. Mrs. Painter seconded the motion. The motion passed with four votes for, no votes against and no abstentions.

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ATTEST

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CHAIR